

# **BAWSCA**

Bay Area Water Supply & Conservation Agency

## **BOARD POLICY COMMITTEE**

April 10, 2013

1:30 p.m.

BAWSCA Offices, 155 Bovet Road, San Mateo, 1<sup>st</sup> Floor Conference Room  
(Directions on page 2)

### **AGENDA**

<b><u>Agenda Item</u></b>	<b><u>Presenter</u></b>	<b><u>Page#</u></b>
<b>1. <u>Call To Order, and Roll Call</u></b>	(Guzzetta)	
Roster of Committee members ( <i>Attachment</i> )		Pg 5
<b>2. <u>Comments by Chair</u></b>	(Guzzetta)	
<b>3. <u>Public Comment</u></b>	(Guzzetta)	
<i>Members of the public may address the committee on any issues not listed on the agenda that are within the purview of the committee. Comments on matters that are listed on the agenda may be made at the time the committee is considering each item. Each speaker is allowed a maximum of three (3) minutes.</i>		
<b>4. <u>Consent Calendar</u></b>	(Guzzetta)	
<i>"All items on the consent calendar are considered routine or implement an earlier Board action and may be enacted by one motion; there will be no separate discussion unless requested by a Board member, member of the public or staff."</i>		
A. Approval of Minutes from the February 13, 2013 meeting ( <i>Attachment</i> )		Pg 7
<b>5. <u>Action Items</u></b>		
A. Recommended Funding Plan for Other Post-Employee Benefits ( <i>Attachment</i> )	(Jensen)	Pg 27
<u>Issue:</u> How should BAWSCA fund Other Post-Employment Benefits?		
<u>Information to Committee:</u> Memo evaluating OPEB funding alternatives and a recommended approach beginning FY 2013-14.		
<u>Committee Action Requested:</u> Recommendation for Board approval.		
B. New Employee Pay and Benefits ( <i>Attachment</i> )	(Jensen)	Pg 41
<u>Issue:</u> How, when and why should BAWSCA employee benefits be revised for new employees?		
<u>Information to Committee:</u> Memo presenting issues and a recommended approach and schedule for addressing them.		
<u>Committee Action Requested:</u> Recommendation for Board approval.		
C. Proposed FY 2013-14 Work Plan and Budget ( <i>Attachment</i> )	(Jensen)	Pg 43
<u>Issue:</u> What must BAWSCA accomplish in FY 2013-14, what resources are required and how should the budget be funded?		
<u>Information to Committee:</u> Memo presenting the work plan and proposed budget, incorporating comments from the February 13, 2013 BPC meeting		

and March 21<sup>st</sup> board meeting. The committee presentation will address:

1. The FY 2013-14 results to be achieved
2. The recommended Operating Budget of \$3,116,189
3. Funding the budget with no changes assessments and a transfer of \$599,188 from the General Reserve, including \$300,000 for a one-time study.

Committee Action Requested: Recommendation that the board approve the proposed Work Plan, the budget and the funding plan.

- D. Approval of Professional Services Contracts for FY 2013-14 (*Attachments*) **(Jensen)** *Pg 61*
- Issue: To ensure continuity of services, ten professional services contracts should be effective July 1, 2013.
- Information to Committee: A memo summarizing all recommended contracts and an individual memo for each professional service contract summarizing the purpose, scope and not-to-exceed amount.
1. Legal Counsel (Hanson, Bridgett et al.) *Pg 65*
  2. Strategic Counsel (Management Communications) *Pg 73*
  3. Engineering Consultant – WSIP Cost, Schedule & Construction Management (Terry Roberts) *Pg 79*
  4. Engineering Consultant – Water Supply Agreement (Stetson Engineering) *Pg 83*
  5. Engineering/Financial Consultant – Water Supply Agreement (Hilton, Farnkopf, Hobson) *Pg 87*
  6. Financial Advisor – (KNN Public Finance) *Pg 91*
  7. Water Supply Agreement Auditing/Accounting Support – (Burr, Pilger, Mayer) *Pg 95*
  8. Large Landscape Conservation Services Consultant (Waterfluence, LLC) *Pg 99*
  9. Conservation Database – (Brown & Caldwell) *Pg 105*
  10. School Education Programs (Resources Action Program) *Pg 109*
  11. School Assembly Program (EarthCapades) *Pg 125*
  12. Professional Services Agreement for BAWSCA and BAWUA Financial Auditing Services (Chavan & Associates) *Pg 131*
- Committee Action: Recommendation for Board approval.

- E. Compensation Adjustment for Chief Executive Officer and General Manager for FY 2012-13 (*Attachment*) **(O’Connell)** *Pg 137*
- Issue: Should compensation for the CEO/General Manager be adjusted for FY 2012-13?
- Information to Committee: Memo with Board Chair O’Connell’s recommendation; background information on last salary survey and CEO compensation history.
- Committee Action Requested: Recommendation for Board approval.

## 6. Reports

- A. SFPUC Wholesale Water Rate Proposal – Status of agency comments and schedule for consideration by the SFPUC Commission
- B. Amendment to the Water Supply Agreement – Status Report
- C. SFPUC Water Supply Improvement Program – Update
- D. 10-Year Anniversary

*All public records that relate to an open session item of a meeting of the Board Policy Committee that are distributed to a majority of the Committee less than 72 hours before the meeting, excluding records that are exempt from disclosure pursuant to the California Public Records Act, will be available for inspection at **BAWSCA, 155 Bovet Road, Suite 650, San Mateo, CA 94402** at the same time that those records are distributed or made available to a majority of the Committee.*

From 92: Exit at El Camino Northbound and follow the same directions shown above.